

ALLHALLOWS PARISH COUNCIL**MINUTES OF THE EXTRAORDINARY MEETING HELD ON WEDNESDAY 3 AUGUST 2011 AT THE BRIMP, AVERY WAY, ALLHALLOWS AT 7.15 pm**

PRESENT:	Cllr Mark Skudder	Chairman	Items 1-3, 5-8
	Cllr John Lambourne	Vice-chairman	In the chair item 4
	Cllr Mrs Yvonne Forrest		
	Cllr John Luck		
	Cllr Alan Marsh		
	Cllr Mrs Pauline Martin		Items 1-7a
	Cllr Mrs Wendy Myers		
	Cllr Mrs Noleen Skudder		
	Mrs Roxana Brammer	Acting Clerk	

In attendance 9 members of the public

Item no *Action point*
Minute no 2011/12/

1 APOLOGIES

326 All parish councillors present. An apology for early departure was received from Cllr Mrs Martin. Apologies for absence were received from Cllrs Filmer, Irvine and Watson, Medway Council.

2 DECLARATIONS OF INTEREST AND ALTERATIONS TO THE REGISTER

327 Cllrs Skudder and Mrs Skudder declared personal and prejudicial interests in item 4, Youth Club, as members of the management committee. Cllrs Mrs Myers and Lambourne declared personal interests in item 4, Youth Club, as helpers. Cllr Luck declared a personal interest in item 7 Cross Park as he cut the grass and a prejudicial interest should the grass cutting be discussed.

3 FINANCE COMMITTEE**328 a Bank Balances**

The bank balances as listed on appendix A were noted.

329 b Accounts for Payment

It was proposed by Cllr Mrs Myers, seconded by Cllr Mrs Martin and carried unanimously that the accounts for payment as listed on Appendix A be approved (cheques 102998 – 103009)

4 YOUTH CLUB

330 Having declared a personal and prejudicial interest, Cllr Skudder reverted to the status of a member of the public and Cllr Lambourne took the chair.

Cllrs Skudder and Mrs Skudder explained the football arena was proving very popular and requests had been made for its use on other evenings and at weekends. The Youth Club Committee was proposing that this could be arranged providing adult supervision was available and they would unlock part of the building so the toilets and first aid facilities could be accessed. Having declared personal and prejudicial interests, Cllrs Skudder and Mrs Skudder left the room.

Members of the public indicated they wished to speak and the Vice-chairman suspended the meeting to enable them to do so. Questions were asked about whether the arena was fully complete and issues on matters of Health & Safety were raised. These questions were answered by Peter Apostel, who had managed the project. The Vice-chairman thanked them and re-convened the meeting.

It was proposed by Cllr Marsh that permission be given for use of the arena, yard, toilets and first aid facilities providing there were no other occupants of the site at the time and there was no cost to the Parish Council. This was seconded by Cllr Mrs Myers and agreed unanimously.

Cllrs Skudder and Mrs Skudder returned to the meeting and Cllr Skudder resumed the chair.

5 PLAYPARK

331 a Visual Inspection Training

Cllr Mrs Skudder gave a verbal report on the visual inspection training given by Maria Cook. Mrs Cook had identified that the gate to the fenced playpark opened into the swing. Cllr Mrs Myers said this should have been picked up in the last report. Cllr Mrs Forrest said it had been discussed but money had been an issue. It was reported the swing had been taken out of use and that a version was available with a curved strap instead of a seat. The rope to the climbing wall was damaged and needed replacing, as did the grip on the slide. Several deficiencies had been noted about the new equipment and this information had been passed on to Heather Marsh at Medway Council. A safeguarding policy regarding employees should be put in place. Mrs Cook had also suggested the purchase of a kit so that minor emergencies could be dealt with in-house. It was proposed by Cllr Skudder, seconded by Cllr Marsh and agreed a kit be purchased at a maximum of £50 and that Cllr Mrs Skudder report back to the next ordinary meeting of the Council.

NS

332 b Antisocial Behaviour

A complaint had been received about underage drinking and noise at night. It was also reported that people were intimidated by older teenagers. The PCSO had attended. She would be visiting schools. The Youth Club would speak to members. It was hoped to tackle the problem by talking to the young people and engaging with their parents. Cllr Mrs Skudder suggested that Medway Council Youth Service could be asked to bring out their "SOS" bus. Cllr Marsh emphasised that anyone seeing anything untoward should report it to the police and obtain a crime number.

6 NOTICEBOARDS

333 Cllr Skudder had surveyed the 3 noticeboards. The ones at Kingsmead and by the village hall did not stand up to the weather and he proposed that in the short term the windows be fitted with acrylic glazing. The cost of the materials was unlikely to be more

that £60 and he volunteered to fit the glazing. This was seconded by Cllr Mrs Martin *MS* and carried unanimously.

7 **CROSS PARK**

Mr Ron Wood asked if he could make a statement before discussion on the agenda items began. The Chairman suspended the meeting to enable him to do so.

Mr Wood referred to the letter sent to the Chairman of the Cross Park Association following the last parish council meeting. He said that the committee had found it patronising and were treating it with the contempt it deserved. Cllr Skudder said the Parish Council had wanted to make sure all were aware of the situation and implications. Mr Wood said he had handed over a folder which he believed contained all documents asked for by the parish council and listed these. The Chairman thanked Mr Wood, reconvened the meeting and continued with the items on the agenda.

334 **a Planning Issues**

It was understood from Mr Wood that planning consent had not been necessary for the internal arrangements that had deviated from the drawings with planning permission. Cllr Skudder said it had previously been implied that permission for these alterations had been obtained. With reference to the application recently submitted to the local planning authority on behalf of the Parish Council, the Parish Council had not known of this, had found out by accident, had not approved its submission and had therefore withdrawn it so it could be discussed. Cllr Skudder stated that he had always been in favour of Cross Park but was against doing anything incorrectly or unlawfully. He then proposed that the application be submitted. This was seconded by Cllr Marsh and agreed unanimously.

335 **b Review of Project**

The meaning of the term “use” of the building was discussed. It was emphasised by Cllr Mrs Skudder that the only people in the building should be contractors, who would be covered by their own insurance. The Parish Council’s insurance would not cover the building until it had been handed over and was ready for occupation. It was the Parish Council’s responsibility, which was why these questions were being asked. An apology was received from the Association, who had no intention of doing anything wrong. The asbestos survey assumed to have been carried out by the builder prior to the commencement of work was referred to and Cllr Mrs Skudder repeated advice she had received from the company who had carried out the survey on the Brimp and the law on asbestos regulations. Cllr Skudder said that on the assumption the information provided in the folder was in order, the Parish Council could proceed with the asbestos survey and proposed that this be arranged subject to a limit of £350. This was seconded by Cllr Mrs Skudder and carried unanimously. Cllr Mrs Forrest reported on a conversation with the Kent Fire & Rescue Service. It was understood from Mrs Huntley-Chipper the evacuation procedure was in the folder and that the necessary drawings were in progress. Cllr Mrs Skudder said she already had experience of opening up a refurbished building for public use and wanted to be helpful. She said that an access audit under the Disability Discrimination Act would also be necessary. In reply to a question from Cllr Lambourne, items remaining to be in place before the building could be opened were the asbestos survey, covers to the shutters, signage, some clearing up and the construction of the car park. The quotations for the car park would be placed on the agenda for the ordinary meeting of the council to be held on 12 September

Mr Rod Morrad indicated he wished to speak and the Chairman suspended the meeting to allow him to do so. He said that before Cllr Skudder became the Parish Council's nominee on the Cross Park Association Committee, the Association had not had much involvement with the Parish Council and they may have thought they could proceed by themselves. Cllr Skudder replied that prior to the elections more councillors had been on the committee and they gave updates to the Council. Mrs Huntley-Chipper confirmed that no-one would go into the building again until the asbestos survey had been carried out. Mr Huntley-Chipper said he was pleased the project had come in within budget and that Biffa was willing to support the purchase of fittings if a "wish list" was supplied. The Chairman thanked Mr Morrad and members of the Association's committee and reconvened the meeting.

Cllr Mrs Skudder asked when the keys would be returned as requested and proposed that the resolution passed at the last meeting of the Council be enforced. This was seconded by Cllr Mrs Myers. Cllr Mrs Forrest proposed an amendment, that there was now no need to enforce the motion to return the keys. This was seconded by Cllr Marsh. On a vote being taken on the amendment, it was carried by 4 votes for and 2 against with one abstention.

8 ANY OTHER BUSINESS

336 a KALC Finance Training Day

KALC was holding a finance training day on 7 October and Cllr Mrs Skudder said she was interested and asked for the item to be placed on the agenda for the next meeting.

The Chairman closed the meeting at 9.30 pm.

SignedChairman

On theday of2011